

Approved For Release 2006/02/07 : CIA-RDP84B00890R000200080002-2

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. A/DDA	H	9-3
2. DDA	D	
3. EO/DDA	M	
4. Cathie / Beaver - McIntosh		19 May 1961
5. Registry	OTE?	John

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Since 8-10 April is "Easter weekend," I've changed the dates for the OD DDA Conference to 15-17 April — will announce at next week's mtg if o/d's

John

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

Approved For Release 2006/02/07 : CIA-RDP84B00890R000200080002-2

104-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

MEMORANDUM FOR:

John,

[] is available anytime in April except the last week; 6-8 May and 20-22 May; and all of June except the first week of June.

ba

OL - 21-23 April —
 OF - 12-14 May
 ODP - 19-20 May
 OS - None scheduled
 OC - None scheduled

*Check offices
for conf.
- April
APD/DA*

*15-16-17
April*

Date

31 AUG 1981

FORM 5-75 101 USE PREVIOUS EDITIONS

MEMORANDUM FOR:

re Office Directors' Conference

[] has been reserved for 15, 16, and 17

April 1982. Person to contact is []
 [] has been reassigned).

ba

Date

SEP 1981

FORM 5-75 101 USE PREVIOUS EDITIONS

GPO : 1981 O - 345-783

April except the
Last week

6-8 May } OK
20-22 May }

all June except
1st week

25X1

Mr.

Mr. Donnalley phoned and suggested
the following as a topic for discussion
at the OD Conference 1-3 October:

The role of the M Career Service
in DDA.

Karen/17 Aug 81

Approved For Release 2006/02/07 : CIA-RDP84B00890R000300080070-2

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. ADDA		
2. DDA		
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

1-2: Draft #2 for your consideration.

*hods for John -
cancelled till Spring.*

*John -
I cancelled [redacted] reserva-
tions & said you would re-
schedule later.*

BA 21 AUG 1981

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
[redacted]	Phone No.

Approved For Release 2006/02/07 : CIA-RDP84B00890R000300080070-2

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

D R A F T #2

25X1

[REDACTED]:ba

1981 Office Directors Conference

Thursday, 1 October

STAT

1530 - Depart Headquarters

1600 - [REDACTED]

1800 - 1900 Oysters/Social Hour

25X1

1900 -

Dinner at [REDACTED]

2000 - 2100

NFAC Reorganization--What it Means
for the DA

Mr. McMahon

Friday, 2 October

0700 - 1830

Breakfast

0830 - 1000

The DA: Past, Present & Future

Mr. Hart
Mr. Fitzwater

1000 - 1015

Break

1015 - 1200

Personnel Management & Recruitment--
Impact on the DA

Mr. Glerum

1200 - 1330

Lunch

1330 - 1500

The SIS and Senior Officer Development
Programs

Mr. Hart

1500 - 1515

Break

1515 - 1700

The State of Data Processing: Issues,
Problem Areas, Computer Security, Data
Management[REDACTED]
Mr. Johnson

STAT

[REDACTED]
Mr. Donnalley

STAT

1700 - 1800

Free Time

1800 - 1930

Dinner at Club

2000 - 2130

DDCI

Saturday, 3 October

0700 - 0830	Breakfast		
0830 - 0945	Information Handling Report	?	
0945 - 1000	Break		
1000 - 1100	Security and Cover Discipline: Current State of Affairs--What can we do about it?	<div data-bbox="1219 541 1446 615" style="border: 1px solid black; padding: 2px;">Discussion</div>	STAT
1100 - 1200	Wrap up	Mr. Fitzwater	

DRAFT
ILLEGIB

19 AUG 1981

1981 Office Directors Conference

- Hq. (POCM)
- SIS
- Planning
- IG

Thursday, 1 October

STAT 1530 - Depart Headquarters

STAT 1600 - [REDACTED]

STAT 1800 - 1900 Oysters/Social Hour

STAT 1900 - Dinner at [REDACTED]

STAT 2000 - 2100 DDA Comments: [REDACTED]

- GSA Relationships

- Relations with DCI/DDCI

ILLEGIB

Friday, 2 October

0700 - 0830 Breakfast

0830 - 1000 NFAC - Reorganization - what it means for the DA

1000 - 1015 Break

STAT 1015 - 1200 Administrative Interface with the [REDACTED] 16 [REDACTED] STAT

1200 - 1330 Lunch

1330 - 1500 Data Management and Computer Security

Chuck Briggs?
[REDACTED]
Johnson
Saunders
Donnalley
(Panel)

1500 - 1515 Break

1515 - 1600 The "M" Career Subgroup - Its Role in the DA; A Workable Concept?

Hart
[REDACTED]

1600 - 1700 Film - "Safehaven"

Friday, 2 October (Con't)

1700 - 1800 Free Time
1800 - 1930 Dinner at Club
2000 - 2130 DDCI

Saturday, 3 October

0700 - 0830	Breakfast		STAT
0830 - 0945	DDO Support Impact	Stein/	<input data-bbox="1409 678 1536 741" type="text"/>
0945 - 1000	Break		
1000 - 1030	Senior Officer Development Course--New Initiatives in Professional Development Training		<input data-bbox="1310 865 1458 940" type="text"/> STAT
1030 - 1100	Space Issues - Status of New Building Plans	McDonald	
1100 - 1200	Wrap-up	ADDA & DDA	

1979 OFFICE DIRECTORS' CONFERENCE

5 APRIL

1530 Depart Headquarters

STAT 1600 [REDACTED]

STAT 1700-1800 Social Hour/[REDACTED]

STAT 1815 Dinner at [REDACTED]

2000-2100 Conference Introduction and DDA EEO Posture

Mr. Wortman

6 APRIL

0700-0830 Breakfast

0900-1030 State of the Office

Each Office Director
(10 min ea)

1040-1045 Break

1045-1200 NAPA Report
Conclusions and Recommendations

Mr. Fitzwater

STAT 1200-1330 Lunch ([REDACTED] will join group.)

1330-1430 Civil Service Reform Act
Implications for CIA

[REDACTED]

STAT

1430-1445 Break

1445-1600 Career Subgroups
Basic Policy - Office Differences

[REDACTED]

STAT

ILLEGIB

1600-1800 Free Time

STAT 1800-1930 Dinner at Club ([REDACTED] will join group.)

1930-2030 Community Budget and Resources
(Reminder: [REDACTED])

[REDACTED]

STAT

STAT

2030-2045 Break

2045-2130 Orientation Courses
OTR Sponsored; Need for DDA Program?

[REDACTED]

STAT

If needed [REDACTED]

STAT

7 APRIL

0700-0830 Breakfast

0830-0930 Long Range Planning in DDA - Do we? Mr. Hart
Should we? How?

0930-0945 Break

0945-1045 Security Task Force Survey Mr. Gambino
Recommendations and impact on resources
and interests of DDA. Security education;
security officers or designees and training
of designees

1045-1100 Break

1100-1145 Shotgun Topics
a) DDA one hour session w/Office Directors -
worthwhile?
b) APP - use and value
c) "DDA EXCHANGE" Use? Continue?
d) Motivation of people in view of reduced
resources and change in overseas environment.

1145-1200 Wrap Up

1200-1300 Lunch

STAT 1330 Depart

STAT 1400

1980 OFFICE DIRECTORS' CONFERENCE

THURSDAY, 28 FEBRUARY

	1430	LV Headquarters	
STAT	1500	[REDACTED]	
STAT	1530	[REDACTED]	
	1545	[REDACTED]	STAT
	1630	Club Social	
	1800	DDA/Office Directors to [REDACTED]	STAT
STAT	<i>1800-1900</i> 1830-1900	<i>SYSTEMS</i> Dinner - [REDACTED]	
STAT	1930-2100 <i>2000-</i>	Wortman Comments: [REDACTED] GSA SES Bonus Criteria	

FRIDAY, 29 FEBRUARY

	0700-0830	Breakfast	
	0830-1000	Mr. McMahon	
	1000-1015	Break	
	1015-1200	Directorate Planning	[REDACTED] et al STAT
	1200-1330	Lunch	
	1330-1445	Productivity	McDonald Sherman -Discussion-
	1445-1500	Break	
	1500-1545	MI Subgroup & Proposed Expansion	[REDACTED] STAT
	1600-1800	Free Time	
	<i>1700-1800</i> 1800-1930	<i>Dinner - Club</i> Dinner - Club	
	2000-2130	Mr. Carlucci	

SATURDAY, 1 MARCH

0700-0830 Breakfast

0830-0930 Survivability and Crisis Management Hart

0930-0945 Break

0945-1015 EEO Status Report - Uniform Guidelines

1015-1030 Break

1030-1130 Shotgun Topics

1130-1200 Wortman Closing Remarks

STAT